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2 July 1952

MEMORANDUM FOR: Deputy Director (Administration)

THRU: Personnel Director
Acting Assistant Director (Personnel)

SUBJECT: Table of Organization, Office of Technical Services

1. The attached proposal covering the establishment of a new T/O for the Office of Technical Services is forwarded for your consideration. Classification and Wage Division has reviewed the staffing requirements and recommends approval of the following additional T/O positions:

Office of the Chief, OTS

Director of Research	GS-18
Administrative Assistant	GS-9

Research Board

Executive Secretary	GS-15
Secretary	GS-7

Technical Planning Group

25X1A

[redacted] Physical Science Administrators	GS-16
Physical Science Administrators	GS-15
Secretary (Steno)	GS-5
Clerk (Typing)	GS-4

25X1A9a

2. In a discussion of this T/O proposal with Mr. [redacted], ADD/P (Admin), 25X1A9a [redacted], Deputy Chief of OTS, [redacted], Director of Research, 25X1A9a OTS, along with other representatives of OTS, and [redacted] of Organization 25X1A9a and Methods Service, it was emphasized that the above cited positions constituted a super-structure over the existing organization of the Technical Services Staff. This additional group would be performing research and development activities of an all encompassing nature for CIA in accordance with the so-called [redacted] Program". The staff of 25X1A9a this group will be confined to outstanding scientific personnel whose services are available as consultants, or on a WAE basis. These individuals will constitute the Research Board. The Executive Secretary and his Assistant will be charged with the responsibility for convening the Board, preparing the agenda, conducting or guiding the sessions, ascertaining board requirements, and following up on Board action. This will

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involve high level coordination and contact with personnel of government agencies and private organizations in order to expedite the accomplishment of Board requirements, and to be constantly informed as to the status of various projects under consideration or development.

3. The Technical Planning Staff will be composed of outstanding scientists who have specialized in one or more scientific fields. They probably will be individuals who have retired from active employment in government or industry, who are currently employed in positions where they receive incomes considerably higher than that normally paid by the government, or who are attracted to this activity because of the research opportunities as opposed to grade or salary considerations. These individuals will be the top specialists in research planning and will coordinate such plans from inception to finalization. They will be in contact with outstanding research specialists throughout the country, enlisting their assistance, arranging for utilization of outside facilities and providing for such other considerations as may be deemed feasible in terms of given projects or proposals. They also will evaluate the programs and advise on adjustments and revisions thereto, as well as the acceptance and rejection of the end product. They will be available to the members of the Research and Development Division, Technical Services Laboratory, Technical Aids Division and other operating divisions of OTS on matters involving questions of a research and development nature.

4. The calibre of personnel, functions to be performed, external relationships to be established, and scope of the program as envisioned is somewhat similar to that established by the President during World War II under Dr. Vannevar Bush and his Office of Scientific Research and Development. It is somewhat parallel to the Research and Development Board of the Defense Establishment, and its problems are not dissimilar.

5. The grade structure in the light of the type of personnel to be utilized is considered to be in line with other research programs. The Director of Research for the Office, The Quartermaster General, where there are certain well defined areas of research and where the motivating factor involves military operations is authorized as a GS-16. This authorization required special temporary legislation and is restricted to an incumbent outside the career service. A similar premium has been placed upon these positions in OTS in the discussions of the specific positions and in the attached statements from the Acting Chief of TSS/P.

6. These positions differ from those in OSI to such an extent that a direct comparison cannot be made. However, approval of OTS grades will undoubtedly result in legitimate requests from OSI for reconsideration of their top positions for super grades.

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7. In view of the above factors, the increased scope and complexity of the Program as presented, it is recommended that this request be given favorable consideration.

[redacted]

25X1A9a

Chief, Classification and Wage Division

[redacted]

FOIAb3b

Attachments:

1 - TSS Memo dated 25 June 1952
Organizational Chart
Summary

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